

# HIGHLANDS LATIN SCHOOL – Returning Family Application

**DUE DATE: February 1<sup>st</sup>**

HLS is committed to small class sizes. Your prompt response helps prevent over-enrollment in your class.  
We will reserve your place until **February 1<sup>st</sup>**.

**Siblings applying for admission must complete an application available at  
[thelatinsschool.org/admissions](http://thelatinsschool.org/admissions) or in the school office.**

(please print)

Parents' names \_\_\_\_\_

Address \_\_\_\_\_

Primary phone \_\_\_\_\_ Primary email \_\_\_\_\_

Children Returning (include new sibling applicants)	Birth Date	Rising Grade Level
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

## Application Checklist

- Include a non-refundable deposit check of \$250 for a single student or \$500 for two or more children.  
(This is for *returning students only*. Deposits for siblings applying for admission are due when their acceptance letters are received in March.)
- Submit a new student application for siblings applying for admission.
- Select your Payment Option and sign the Tuition Contract.

Returning this form is acceptance of the terms of the Tuition Contract.  
**You must select a Payment Option and sign the Tuition Contract.**

# HIGHLANDS LATIN SCHOOL: Tuition Contract

RETURN THIS FORM BY FEB. 1<sup>st</sup> to: Highlands Latin School, 2800 Frankfort Ave., Louisville, KY 40206

Grade Level	Days/Wk	Tuition	Books
Kindergarten	2 Day	\$3,550	\$255
1st - 2nd Grade	3 Day	\$5,195	\$255
3rd - 6th Grade	4 Day	\$6,250	\$285
7th & Up	4 Day	\$6,845	\$285

## Payment Options (SELECT ONE)

- Payment in Full by August 5<sup>th</sup>
- Two Payments (Due August 5<sup>th</sup> and December 5<sup>th</sup>)
- 10 Monthly Payments (Automatic Bank Withdrawal ONLY. August 5<sup>th</sup> to May 5<sup>th</sup>)

**Payment Method:** Automatic withdrawal is **required** for the 10 month payment plan. Other payment options can be paid with cash or check. *If you did not participate in HLS' automatic withdrawal plan last year, attach a voided check.*

## Late/Bounced Payments

Payments more than 7 days late, will incur a \$25 late penalty. Bounced checks or withdrawals will incur a \$25 processing fee in addition to the late fee. Accounts overdue by 25 days will be additionally subject to interest charges at 1.5% per month and full tuition for the year will become immediately due.

## Full Year Obligation

I understand that I have committed to paying tuition for the entire school year. If a student drops or withdraws from classes before August 1, only half tuition will be due; after August 1, full tuition will be due except a prorated rebate, not to exceed ½ of tuition, will be granted in the following circumstances:

1. The student moves outside the greater Louisville area (50 miles from the school) with 60 days written notice.
2. The student experiences extended physical illness and is unable to attend school the remainder of the year.

## By signing and returning this form you agree to the following:

- I have read and agree to the above and agree to pay tuition on time according to the schedule I selected.
- I authorize HLS to withdraw monthly tuition payments from my account until tuition is paid.
- HLS classrooms and events may be recorded or photographed for use on our website, catalog, and instructional or promotional videos.
- I understand that HLS may, without exclusion of other actions, withhold school records and transcripts or suspend the student if tuition obligations are not met by the parents or guardians.

**Signature of both parents/guardians financially responsible for the child required.**

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date